



**Indicate how you learned about the Alleged Incident:**

- Witnesses Alleged Incident;       Informed be Alleged Victim;
- Informed by Other Person (If so, identify if student, parent, employee, or volunteer): \_\_\_\_\_

**Identify what harm you believe was or may have been cause by alleged incident. Check all that apply:**

- Substantial disruption or interference with orderly operation of the school;
- Substantial disruption or interference with rights of others;
- Physical or emotional harm;
- Physical or emotional harm;
- Insulting or demeaning;
- Creates a hostile educational environment;
- Interferes with student's education;
- Other (Please elaborate): \_\_\_\_\_

**List anyone who you know or have reason to believe may have relevant knowledge of the alleged incident(s) (i.e., any eye witnesses or other persons with knowledge or what is alleged to have occurred) and please indicate if the individual(s) is/are a student, parent, staff member of other:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Name of person who received your initial verbal report (if any):** \_\_\_\_\_ **Date of your verbal report (if any):** \_\_\_\_\_ **Person to whom you provided this written report:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_